



## **Technician – Design & Technology and Art**

**City of Derby Academy, QEGSMAT**

**Permanent**

**34hours a week 39 weeks per annum**

**Scale 3 £19,650-£20,043 (pro-rata £15,254 - £15,559)**

QEGSMAT are seeking to appoint an enthusiastic Design & Technology and Art Technician to join our hardworking and high achieving team at City of Derby Academy. We value the role of technician to help us increase the life chances of all students by enabling teachers to have access to the best resources possible.

We are seeking to appoint a successful, enthusiastic, and dynamic professional who is a highly motivated, well-qualified specialist with an innovative and supportive approach to supporting practical activities in Design & Technology and Art. The department is well appointed with full engineering, construction, and design spaces. We operate several CNC mills, lathes, 3D printers and a large format Laser cutter. There is a dedicated and organised preparation space where the technician has access to circular saw, planer-thicknesser etc, and computer station.

City of Derby Academy is a proud member of QEGSMAT. The Trust's values are for students to 'Question, Explore; Give; and Succeed'. Our exceptional staff, strong leadership, motivated children, as well as excellent facilities, provide the successful formula for this.

At QEGSMAT we believe and promote that exceptional workforce creates exceptional results; they transform lives and transform futures. We support every pupil to achieve their full potential and become a confident, resilient, and compassionate individual who can make a positive contribution to society.

### **Why work for us?**

- Continual access to CPD opportunities. QEGSMAT works with a large number of organisations to develop staff to fulfil their aspirations and potential. We are committed to providing first-rate training and development to all our staff within this evolving Trust.
- We are committed to promoting equality, challenging discrimination, and developing community cohesion. We welcome applications from all sections of the community.
- All staff have access to our Employee Assistance Programme which provides confidential, independent, and unbiased information and guidance 24/7. This can also include bespoke counselling sessions for staff if needed.
- All roles are subject to nationally agreed terms and conditions of service.
- Access to the Local Government Pension Scheme (LGPS) with employer contributions of 23.68% for support staff.
- Access to Flu Vaccines.
- Opportunity to work flexibly.

QEGSMAT is also committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments are subject to an Enhanced DBS check and be eligible to work in the UK. Further information about our commitment to Safeguarding can be found - <https://www.qegsmat.com/documents/safeguarding>

If you are interested and wish to have an informal conversation to discuss the role or would like to visit the school, we would be happy to arrange this. Please call 01332 270450, further details about our school can be found on our website: <https://www.cityofderbyacademy.org/>

To apply for this position, please visit our Trust Website (<https://www.qegsmat.com/current-vacancies/>) where you can apply via TES.

**Closing date for applications: Friday 1st July 2022 (Noon)**

**Interview date: WC Monday 4th July 2022**

**Salary: Scale 3 – £19,650-£20,043 (pro-rata £15,254 - £15,559)**

**Potential Start date: September 2022**



## **JOB DESCRIPTION - TECHNICIAN**

<b>Post Title:</b>	<b>Technician - Design &amp; Technology &amp; Art</b>
<b>Reporting to:</b>	Head of Department
<b>Responsible for:</b>	Preparing materials, organising workspaces, working with CNC machinery
<b>Scale:</b>	Scale 3 – £19,650-£20,043 (pro-rata £15,254 - £15,559)
<b>Disclosure Level:</b>	Child Workforce - Enhanced, Childs Barred list

### **PURPOSE OF THE POST:**

To help in the day to day running of the department, to ensure the quality and safety of the education within the variety of subject taught.

### **Main Duties**

- Preparing equipment and materials, including hand-outs, required for demonstrations and for practical work to support lessons.
- Setting up and testing demonstration practical's and ensuring that they will work satisfactorily.
- Assisting pupils and teaching staff with classroom practicals and demonstrations.
- Cleaning of apparatus (e.g., Machinery) used by teaching staff, and by pupils if it is difficult or dangerous.
- Maintaining apparatus and equipment in good working order, advising any improvements which can be made in this respect and reporting equipment for repair if outside the capabilities of the Technician.
- Construction / preparation / modification of simple teaching aids.
- Inspection, maintenance and correct use of safety equipment.
- Operating an efficient system for stocking, storing, transporting and distributing all items used within the Academy.
- Operating documentation systems (cataloguing, filing, worksheets, etc)
- Preparing files and materials for cutting or printing on CNC machines (Laser cutter, Mills, 3D Printers)
- Maintaining a good stock of necessary materials and operating and administering stock control and ordering procedures, preparation of requisitions (orders), obtaining quotations, checking deliveries and co-ordinating common stock between sections.
- Familiarising with all relevant Health and Safety procedures and legislation.
- Developing working practices, in line with Academy policy and practice, to safeguard the Health and Safety of all staff and pupils in authorised Academy activities, both on the Academy premises and elsewhere, including the maintenance of legal chemical records (COSHH).
- Participating in the Academy performance and review programme including job related training.
- Any other duties deem to be appropriate to the role.
- Participation in arrangements for further job specific training and development for technicians.

- All adults employed by the Academy are responsible for safeguarding and promoting the welfare of children they are responsible for or come into contact with.
- Whilst every endeavour has been made to outline all the duties and responsibilities of the post, this document does not specify every item in detail. Where broad headings have been used, all associated duties are naturally included in the job description.



**QEGSMAT**

**Person Specification - Technician**

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidence</b>
Qualifications	Educated to at least GCSE level in English and Mathematics	Other qualifications relevant to role	Application form
Experience	Experience of working in construction, engineering, textiles, or similar setting.	Experience of working in education environment	Interview References
Skills	Ability to prepare equipment and materials for lessons, as requested by the teaching staff.	Ability to maintain, prepare and run CNC machinery.	Interview References
Knowledge	<p>Knowledge of Health &amp; Safety legislation</p> <p>Knowledge of materials and tools</p> <p>Working knowledge of how important maintenance is in ensuring the correct and efficient running of tools and machinery.</p>	Ability to carry out risk assessments	Interview References
Personal qualities	<p>Highly motivated and enthusiastic</p> <p>High professional standards</p> <p>Ability to work effectively as a member of a team</p> <p>Ability to establish positive relationships with pupils</p> <p>Ability to work in an organised and methodical manner with good organisational skills</p> <p>Able to quickly pick up new skills from the subject experts in the department.</p>		Interview References

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_